



## Information Privacy and Security Council (IPSC) Meeting Agenda

May 19, 2010 1:00 PM to 4:00 PM

Participants and the general public can join the meeting at any of the following State VCCs:

Kalanimoku Building 1151 Punchbowl Street Comptroller's Conference Room 410 Honolulu, Hawai'i 96813	Wailuku Judiciary Bldg. 2145 Main Street First Floor Wailuku, HI 96793	Lihue State Office Bldg. 3060 Eiwa Street Basement Lihue, HI 96766	Hilo State Office Bldg. 75 Aupuni Street Basement Hilo, HI 96720
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- I. Call to Order – Welcome Russ Saito, Chair
- II. Approval of previous meeting minutes Russ Saito
- III. Introduction of new council member Russ Saito
- IV. Reports from investigative committees
  - Executive Summary collection and report Todd Crosby
    - Update on agency reporting
  - Distribution and collection of Agency PII annual reports and Summary Report to Legislature Andrew Tseu
    - Update on agency reporting
  - Collection of Agency Designees for Policy and Oversight for the Protection of Personal Information Todd Crosby
    - Update on agency reporting
  - Investigation Of Best Practices, Automated Tools, and Training Jodi Ito
    - Update on content and public posting
  - Breach Policy Guidelines & Personal Information Best Practices David Keane
    - Discussion
  - Social Security Number Protection Jodi Ito
    - Discussion
- V. Discussion on the need for a best practice document for digital photocopier / multi-function devices Russ Saito
- VI. Announcements Council
- VII. Adjournment Russ Saito
- VIII. Next meeting date June 16, 2010 from 1:00 PM to 4:00 PM

*Individuals who require special needs accommodation are invited to call Eleanor Suzuki at (808) 586-1920 x315 at least 4 **working days** in advance of the meeting.*